

Use Case: How MeetingQuality is deployed within a Steering Committee

This document illustrates the steps a Steering Committee would follow from issuing meeting invitations, to receiving and submitting the assessments, to receiving and utilizing the metrics and reports that enable it to execute its governance over projects.

Steering Committee adds one additional email address to Committee's meeting invitation

(steercom@meetingquality.com)



As meeting begins, committee members receive an email with a 5-question assessment



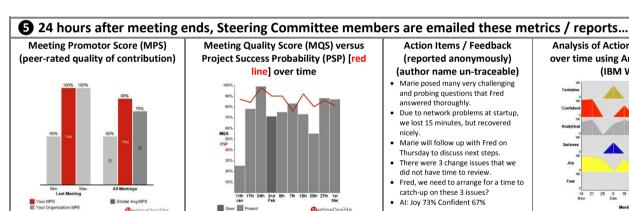




When meeting ends, attendees complete their meeting assessments (taking 45 seconds or less)



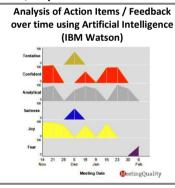
MeetingQuality's secure server aggregates the results using proprietary and Social Network Analysis algorithms and applies Artificial Intelligence (IBM Watson) to the action items





Action Items / Feedback (reported anonymously) (author name un-traceable)

- Marie posed many very challenging and probing questions that Fred answered thoroughly.
- Due to network problems at startup, we lost 15 minutes, but recovered nicely.
- Marie will follow up with Fred on Thursday to discuss next steps
- There were 3 change issues that we
- did not have time to review Fred, we need to arrange for a time to
- catch-up on these 3 issues? Al: Joy 73% Confident 67%





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Steering Committee incorporates the discussion & review of metrics and reports into ongoing Committee meetings as part of the project management methodology used. MeetingQuality Consulting Partners provide management advisory services by interpreting the results and turning them into real-world solutions...

